



Changes in the State Government Schedule

CATEGORY	SERIES TITLE
ACCOUNTING	Collection Records - added "Includes PeopleSoft collection reports" to description
PERSONNEL	Applications for Employment, Not Hired - retention changed to 3 years
RECORDS MANAGEMENT	Open Records Act Requests and Correspondence - retention changed to 5 years
PAYROLL	Wage and Tax Statements (W-2) - schedule added
ENTIRE SCHEDULE	Identification of Vital Records



THE GEORGIA ARCHIVES

*Karen Handel, Secretary of State
David W. Carmicheal, Director*

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